

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, March 10, 2022 meeting:**

Members present: Darlene Allen, Carol Emmerling-DiNovo, William Hechler (Vice President), Rick Ingram, Jessica Kerner (Secretary), Andrew Schaefer (Treasurer)
Others present: Susan McKinney (Librarian)
Absent: Kathy Munday (President)

CALL TO ORDER

Hechler called the meeting to order at 6:59 p.m.

INTRODUCTION OF VISITORS

No Visitors

APPROVAL OF MINUTES

Emmerling moved to approve the minutes of the February 10th meeting as written. Schaefer seconded it. Roll Call vote: Yes: Allen, Emmerling, Hechler, Ingram, Kerner, Schaefer. The motion carried.

Kerner moved to approve the minutes of the March 2nd Budget Committee meeting as written. Schaefer seconded it. Roll Call vote: Yes: Allen, Emmerling, Hechler, Ingram, Kerner, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of March 10, 2022, the Busey township account has a balance of \$7788.05. The Busey trust account has a balance of \$1,738.53. The Gifford Township account has a balance of \$61110.73. The Gifford trust account has a balance of \$7448.43. Kerner moved to approve the Treasurer's report. Allen seconded it. Roll Call vote: Yes: Allen, Emmerling, Hechler, Ingram, Kerner, Schaefer. The motion carried.

The list of accounts will only have the last 4 digits of accounts to protect the security of our money. The \$90,000 of investments currently are distributed:

Type/Account#	Due Date	Investment Value	Interest Rate
CD Gifford/8575	7/30/2022	30,000	0.55%
CD Longview/4641	8/24/2022	15,000	0.25%
CD Longview/1499	9/18/2022	15,000	0.25%
CD Gifford/8326	11/18/2022	15,000	0.55%
CD Longview/3254	11/22/2023	15,000	0.35%

LIBRARIAN'S REPORT

McKinney submitted her written report. McKinney will be out of the library March 31-April 2 and April 7-9. 6 were here for Bingo on February 28th. We had 4 applicants for clerk position. 2 came for testing and interviews. Susan and Andy completed the interviews, with one applicant very qualified. McKinney will offer the job to that applicant. If she turns it down, McKinney will offer it to second applicant. Village Zoning committee meeting on March 17th to amend the zoning around St. Joseph. Village Board meeting on March 23rd to approve zoning changes. Library will change from Commercial to Downtown Commercial.

COMMITTEE REPORTS

Budget & Investments

Schaefer presented the proposed FY2023 budget that was discussed at the budget committee meeting. Emmerling moved to approve the budget for FY2023 subject to revision. Hechler seconded. Roll Call vote: Yes: Allen, Emmerling, Hechler, Ingram, Kerner, Schaefer. The motion carried.

Building & Grounds

Schaefer changed light bulbs in January.

Policy & Planning

Ingram presented one change to policy. Under Clerk II, change "to man" to "to staff". This will be voted on next month.

OLD BUSINESS

COVID and Library Services

There have been no complaints about the mask mandate being dropped. For the summer reading program, McKinney would like to keep crafts as pick-up only for this year. She is still debating on whether to have Junior Librarians. She wants to see what happens with COVID mandates this summer.

Bank Accounts

There has been no activity in the Busey accounts, other than interest. All bills have been accounted for. Ingram moved to close the two Busey accounts. Emmerling seconded it. Roll Call vote: Yes: Allen, Emmerling, Hechler, Ingram, Kerner, Schaefer. The motion carried.

Insurance

Deferred until April meeting.

NEW BUSINESS

Discussion was had about placing staff pictures on the wall. Discussion was tabled until next month to look at logistics of hanging the pictures.

ADJOURNMENT

Ingram moved to adjourn the meeting. Schaefer seconded it. Roll Call vote: Yes: Allen, Emmerling, Hechler, Ingram, Kerner, Schaefer. The motion carried. The meeting adjourned at 7:50 p.m. The next meeting is scheduled for Thursday, April 14, 2022 at 7 p.m.

Respectfully submitted,

Jessica Kerner, Secretary